

1 **Texas Board of Occupational Therapy Examiners**
2 **BOARD MEETING MINUTES**
3 Telephonic Conference Call
4 May 7, 2021
5 9:30 AM
6

7 **Members Present:** Jacob Boggus, Public Member
8 Blanca Cardenas, Public Member
9 Jennifer Clark, COTA
10 Karen Gardner, OTR, Secretary
11 Eddie Jessie, Public Member
12 Stephanie Johnston, OTR, OTD, FAOTA, Chair
13 Sally Harris King, COTA
14 Todd Novosad, OTR, Vice Chair
15

16 **Members Absent:** None
17

18 **Counsel Present:** David Gordon, Assistant Attorney General (substitute counsel)
19

20 **Staff Present:** Amy Carter, Director of Enforcement
21 Ralph Harper, Executive Director
22 Karissa Rodriguez, Licensing Manager
23 Lea Weiss, OT Coordinator
24

25 **Public Attendees:** Michelle Atanu, OTR, Committee on Standards and Practice Chair,
26 Texas Occupational Therapy Association
27 Judith Joseph, OTR, Executive Director,
28 Texas Occupational Therapy Association
29

30 **The Texas Board of Occupational Therapy Examiners may discuss and/or take action on**
31 **any of the following agenda items. The Board may go into executive session on any**
32 **agenda item listed below as authorized by the Open Meetings Act, Texas Government**
33 **Code, chapter 551.**
34

35 **1. Call to Order**

36 The meeting was called to order at 9:37 AM by Stephanie Johnston, Presiding Officer.
37

38 **2. Roll Call for Board Members**

39 Stephanie Johnston conducted a roll call for members, who were all in attendance. Stephanie
40 Johnston noted that a quorum existed.
41

42 **3. Roll Call for Public Participants**

43 Stephanie Johnston requested that the public attendees introduce themselves.
44

45 **5. Public Comment**

46 Stephanie Johnston moved next to agenda item 5. Judith Joseph shared condolences on
47 behalf of TOTA and herself regarding the passing of DeLana Honaker and thanked the Board
48 for its work.

49

50 **4. Excusing Board Member absences**

51 Stephanie Johnston noted that all current board members were present, but noted the great
52 absence of board member DeLana Honaker, who had recently passed away. She noted that
53 DeLana Honaker had a deep impact on the Board and on occupational therapy and was much
54 beloved.

55

56 **6. Minutes of February 5, 2021**

57 **Motion: To approve the minutes**

58 **Made by: Jennifer Clark**

59 **Second by: Sally Harris King**

60 **Motion passed.**

61

62 **7. Executive Director's Report concerning fiscal and budgetary matters, performance**
63 **measures, ongoing projects, agency personnel matters, Executive Council**
64 **activity, current legislative session, and other agency business**

65 Ralph Harper briefed the Board on fiscal and budgetary matters, performance measures,
66 ongoing projects, agency personnel matters, Executive Council activity, the current legislative
67 session, and updates regarding the slated relocation of the agency, along with other state
68 agencies located in the William P. Hobby building, to a new capital area complex in Austin in
69 2022. Ralph Harper noted the agency's response to COVID-19, repairs to the agency's office
70 due to water damage experienced as a result of the February 2021 winter storm, updates
71 regarding the Centralized Accounting and Payroll/Personnel System (CAPPS) Financials
72 program, and recent and current audits of the agency's activities, including the Texas Workforce
73 Commission (TWC) Personnel Policies and Procedures Review Audit and the State Auditor's
74 Office (SAO) Audit on Licensing and Enforcement.

75

76 **8. Investigation Committee Report concerning:**

77 **A. Agreed Orders for case #s: 20-325, 20-214, 21-019, 21-058, 21-081, 21-082,**
78 **21-105, 21-107, 21-110, 21-137, 21-139, 21-145, 21-168, 21-174, 21-177,**
79 **21-204, 21-207, 21-212, 21-213, 21-227, 21-236, 21-238, 21-244, 21-250,**
80 **21-257, 21-287, 21-337, and 21-339**

81 Amy Carter presented motions from the Investigation Committee to approve agreed orders for
82 the following case numbers: 21-236, 21-207, 21-287, 21-081, 21-082, 21-137, 21-139, 21-257,
83 21-204, 21-238, 20-325, 21-213, 21-227, and 21-339.

84

85 The Board approved the agreed orders.

86

87 Agreed orders for the remaining cases were not presented to the Board.

88

89 **B. State Auditor's Office Audit**

90 Amy Carter reported on the enforcement portion of the State Auditor's Office (SAO) Audit on
91 Licensing and Enforcement.

92

93 **C. Department of Public Safety Audit**

94 Amy Carter reported on the recently completed audit by the Department of Public Safety (DPS)
95 of the agency's fingerprinting procedures.

96
97 **D. Number of cases reviewed, Agreed Orders issued, informal**
98 **conferences, administrative suspensions under Texas Occupations**
99 **Code §454.255(b), and other investigative matters discussed during**
100 **the Investigation Committee Meeting of March 30, 2021**

101 Amy Carter reported that one hundred forty-seven cases were reviewed at the March 30, 2021
102 meeting, resulting in the Investigation Committee's issuance of fourteen Agreed Orders. One
103 informal conference was held.

104
105 Amy Carter discussed administrative suspensions under Texas Occupations Code §454.255(b).
106 She reported on the following case numbers and that pursuant to §454.255(b) of the
107 Occupational Therapy Practice Act, the individuals' licenses were administratively suspended
108 due to failure to complete the fingerprinting requirement: 21-019, 21-105, 21-107, 21-110, 21-
109 145, 21-174, 21-177, 21-212, and 21-250.

110
111 **E. Performance measures, on-site investigation visits, school**
112 **presentations, and other investigative activities that have occurred**
113 **between this meeting and the Board's last meeting**

114 Amy Carter reported on performance measures, on-site investigation visits, school
115 presentations, and other investigative activities that have occurred between this meeting and
116 the Board's last meeting.

117
118 **9. OT Coordinator's Report, concerning Board licensing statistics, entry-level**
119 **occupational-therapy accreditation statistics and updates, and the development of**
120 **an interstate licensure compact in occupational therapy by the Council of State**
121 **Governments, the American Occupational Therapy Association, and the National**
122 **Board for Certification in Occupational Therapy**

123 Lea Weiss reported on licensing statistics, occupational-therapy accreditation statistics and
124 updates, and updates concerning the development of an occupational therapy licensure
125 compact.

126
127 **10. Presiding Officer's Report, concerning developments in the field of occupational**
128 **therapy, including the development of an interstate licensure compact in**
129 **occupational therapy by the Council of State Governments, the American**
130 **Occupational Therapy Association, and the National Board for Certification in**
131 **Occupational Therapy; and entry-level occupational-therapy accreditation**
132 **updates, including concerning the Accreditation Council for Occupational**
133 **Therapy Education**

134 Stephanie Johnston addressed the items and thanked the attendees for their participation.

135
136 **11. Future Board meeting dates and agenda items for future consideration**

137 Stephanie Johnston noted that Board meetings have been scheduled for August 6, 2021;
138 October 29, 2021; February 4, 2022; and May 6, 2022, with possible committee meetings to be
139 held August 5 and 6, 2021; October 28 and 29, 2021; February 3 and 4, 2022; and May 5 and 6,
140 2022.

141
142 **12. Election of Board secretary**

143 Stephanie Johnston noted that due to the passing of board member DeLana Honaker, who had
144 been the Board's secretary, the Board would need to elect another member to serve as
145 secretary. Lea Weiss described the position.

146

147 Sally Harris King nominated Karen Gardner and Jacob Boggus nominated Blanca Cardenas.
148 Karen Gardner noted that she was interested in serving as secretary. Blanca Cardenas
149 thanked Jacob Boggus for the nomination, but supported the nomination for Karen Gardner for
150 secretary.

151

152 **Motion: To elect Karen Gardner as Board Secretary**

153 **Made by: Sally Harris King**

154 **Second by: Jennifer Clark**

155 **Motion passed.**

156

157 **13. Adjournment**

158 The Board adjourned at 10:34 AM.

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160 **Minutes approved on: August 6, 2021**